

Position Description

PD#: GUS0249

Shred: Varies

**STUDENT TRAINEE (PHYSICAL SCIENCE)
GS-1399-05**

Replaces PD#:

Installation: Varies

Major Command: Varies

Region: Varies

Citation 1: Phys Sci Stu Train Ser, Hdbk of Occ Groups & Fams, Jan 99

PD Library PD: No

COREDOC PD: No

Classified By: W. Wynne Fuller

Classification Date: 12/7/00

FLSA: NonExempt

Career Program:

Functional Code:

Competitive Area: Varies

Competitive Level: Varies

Drug Test Required:

Financial Disclosure Required: No

Requires Access to Firearms: Varies

Position Sensitivity: Varies

Emergency Essential: Varies

CIPMS PD: No

Acquisition Position: No

Interdisciplinary: No

Target Grade/FPL: 05

Career Ladder PD: Yes

SUPERVISORY CONTROLS

Works under the general supervision of the Branch/Section Chief, or higher graded specialist. The Branch/Section Chief provides scope of assignments, objectives, and desired end products. Receives new assignments with oral or written instructions outlining objectives to be achieved and possible courses of action. The incumbent is expected to take the initiative and work independently on routine aspects of the assignments. Performs recurring duties independently. Assistance is available when problems arise that are not covered by guides, precedents, or accepted practices. The supervisor or specialist is available for assistance in resolving unfamiliar technical problems. Completed work is reviewed for timeliness and technical adequacy.

MAJOR DUTIES

Position is part of the District's Student Career Experience Program. This program integrates professional on-the-job training with pertinent education in a specific field of learning. Serves as a student trainee, responsible for assisting in the planning and executing studies relating to the characterization of physical and cultural attributes of environments for use in the Tennessee Tombigbee Project activities/operations. Duties and responsibilities require a knowledge of Biological & Physical Science, and experience with Geospatial Data Systems (GDS), Geographic Information Systems (GIS), computers, and digital data processing to assist in acquiring, storing, retrieving, and displaying data in a form best suited to the user's needs. Assignments are aimed at developing the employee's skills and knowledge to perform progressively more difficult duties. Receives concentrated and intensive on-the-job training related to office and field work in connection with GDS/GIS at all three levels: data acquisition (field work including surveying, map interpolation etc.), data input into various automated systems in support of GDS/GIS (Must be able to assist in designing and building new GIS/GDS applications using commercial and custom software tools) and review and quality assurance for maintenance of GDS/GIS data.

Works cooperatively with Staff personnel in setting up and conducting programs and projects. Pertinent examples

include, but are not limited to:

DATA ACQUISITION

Collects, assembles, and analyzes, physical science data for the purpose of providing input into computer models, mapping and GIS/GDS systems. Assists in field studies to collect data to determine the quantitative relation between various environmental factors and components of structural and nonstructural alternatives for the Assigned Project. These studies include on-site data acquisition, use of conventional surveying techniques, and use of automatic sensing and recording instrumentation.

35%

DATA INPUT

Loads data and information into computer databases and performs quality checks to ensure integrity. Assists in the preparation of Geographic and Spatial Data for a wide variety of projects within the Organization, and participates in studies to identify and/or evaluate pertinent data for these projects. Recommends additional information to be obtained. Pertinent examples include, but are not limited to:

Utilizes existing computer models to perform calculations related to GIS/GDS information portrayal.

Utilizes computer spreadsheets and mathematical formulas to automate calculations related to surveying and mapping.

Creates graphs and charts of data and analyses performed for projects.

Employs mathematical techniques and processes to perform image analysis.

Loads data and information into computer databases and performs quality checks to ensure integrity.

35%

DATA MANAGEMENT

Assists in the maintenance of computer data bases to ensure consistency of data; reviewing to maintain integrity in the manner which data is organized in the data base and the assignment of names, definitions, parameters, etc. to the various records and fields; reviews information to be placed in or deleted from the data base to ensure correctness and consistency. Monitors GDS/GIS systems, performing minor adjustments and maintenance of data for consistency and clarity; provides user training; assists in the further develop office applications through off-the-shelf software. Assists in maintaining files of all digital mapping products and hard copy engineering prints used for all surveying activities, construction, and maintenance of facilities.

30%

Performs other duties as assigned.